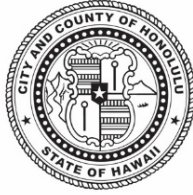


OAHU WORKFORCE DEVELOPMENT BOARD
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EMPLOYER ENGAGEMENT COMMITTEE MEETING
Tuesday, November 16, 2021
2 pm to 3 pm

Virtual Conference Call
MINUTES

Members Present: Committee Chair Jason Chang, Russel Cheng, Stacy Ferreira, Alison Lee

Guests Present: Rodney Lee, Kaala Souza

Staff Present: Nicole Kurashige, Alison Lum

- I. Call to Order.....Committee Chair Jason Chang

Committee Chair Jason Chang called the meeting to order at 2:06 pm.

- II. Welcome and Introductions

- III. Approval of Minutes from February 18, 2021 Meeting

Alison Lee motioned to approve the meeting minutes, and Stacy Ferreira seconded the motion to approve. There was no further discussion, questions, or amendments. The minutes were unanimously approved.

- IV. Presentation

Update on Workforce Resiliency Initiative and Challenges to Employers for Assessment Testing
Kaala Souza, Workforce Development Consultant, Kaala Souza Training and Consulting

Kaala Souza presented his report on the ongoing Digital Literacy and Readiness Assessment Survey. The goal of this survey is to have 91 Hawaii-based companies survey their employees' digital literacy and readiness skills to better understand the gaps in education that can be filled by training provided by NorthStar. The [Omnitrak Hawaii Statewide Digital Literacy Survey Report](#) outlines the project's trajectory in further detail. Kaala Souza asked that the EE Committee and any of their interested public or private sector partners from small or large companies take the [Digital Literacy Assessment](#) to help collect data for the project. The assessment can be targeted to certain departments within a larger company/organization if there is need to upskill a certain segment only. Only the first three assessments (Computer Basics, Internet Basics, and Email

Basics) need to be completed. The free assessments are offered by NorthStar and provide users with digital badges upon successful completion with an 85% or higher. If users do not pass the assessments, NorthStar provides training and resources to improve their digital literacy and readiness scores. Kaala Souza noted that the assessments currently need to be completed on a desktop or laptop, as NorthStar does not have a mobile-friendly version. He stated that NorthStar is developing a mobile-friendly version and will add Smart Phone Basics as one of their assessments in the future.

Alison Lee stated that she would re-introduce the assessment link to DVR to get more people to participate. Russel Cheng provided Kaala Souza with information about the Hawaii Employer Council (HE Council). He suggested reaching out to the small companies listed on the [HE Council website](#) to find more participants for the Digital Literacy and Readiness Assessments. Rodney Lee also suggested that Kaala Souza get in touch with Ryker Wada (DHRD) from the State. Stacy Ferreira offered to connect Kaala Souza to Ryker Wada and Carol Taniguchi (Senate Chief Clerk).

For more information, please see the attached slides and documents.

V. New Business

Updates from WDC EE Meeting on October 21

Alison Lum provided an update from the WDC EE Meeting that took place on October 21, 2021. She stated that Kaala Souza also presented at that meeting and discussed the same Digital Literacy and Readiness program that he shared with the EE Committee today. Scott Murakami also provided updates on the State's Remote Worker Program. Around \$1 million of unused funds were returned to the State. The State has until June 30, 2022 to spend down the funds on statewide initiatives or programs, one of them being the Remote Worker Program. Alison Lum will continue monitoring the developments with the State and inform the EE Committee if there are any ongoing projects they can join.

VI. Schedule Next Meeting (TBD)

Committee Chair Jason Chang stated that more information regarding the next EE Committee Meeting will be sent to the committee at a later date. Rodney Lee, Committee Chair of the DMT Committee, announced that the SkillScape app and ReWork site were in beta versions. He and the DMT Committee still need to collect and analyze the data from Emsi Burning Glass, but they hope to invite the EE Committee for a demonstration of their project in the future. Committee Chair Jason Chang agreed that a presentation from the DMT Committee might be a good agenda item for a future EE Committee Meeting.

VII. Adjournment

Committee Chair Jason Chang adjourned the meeting at 3:01 pm.